



**SMALL BUSINESS ADVISORY BOARD (SBAB)
MEETING MINUTES**

Friday, November 17, 2017
San Diego Downtown Central Library
Mary Hollis Clark Conference Center
330 Park Blvd.
San Diego, CA 92101

BOARD MEMBERS PRESENT	BOARD MEMBERS ABSENT
Dr. Ruben Garcia Catherine Arambula Antonio Barbosa Joseph Fox Justin Fortier	Edward Barbat Gary Peterson Michelle Gray Guy Hanford

CITY STAFF
Elizabeth Studebaker – Neighborhood Investment Manager Jocelyn Maggard – Business Development Specialist Daichi Pantaleon – Business Development Officer

1. Welcome & Call to Order:

Dr. Ruben Garcia, Small Business Advisory Board Chair, called the meeting to order at 9:00 a.m.

2. Approval of Minutes:

Due to a lack of quorum, the approval of the minutes from the Sept. 15, 2017 and Oct. 20, 2017 meetings was tabled until the Jan. 19, 2018 meeting.

3. Public Comment:

None

4. Administrative Items:

A. Board Administrative Items and/or Non-Agenda Comments:

Elizabeth Studebaker announced there are openings on the Small Business Advisory Board inviting people interested to consider becoming a candidate or notify others of the openings. She stated the appointments will most likely take place in January or February of 2018.

She presented certificates of appreciation to departing board members, Joseph Fox and Antonio Barbosa and announced the departures of Robert Glick and Guy Hanford who were

not in attendance.

B. Requests of Agenda Revisions (continuances, changes in order, etc.): None

C. Development Services Department Technical Advisory Committee (TAC): None

D. Economic Development Department- Liaison Report:

Elizabeth Studebaker announced the upcoming Business Walk scheduled for Thursday, November 16th in the Adams Avenue Business Improvement District. She also announced the next two scheduled walks in February in North Park and The East Village in the spring of 2018. It was also stated that the department would like to partner with the San Ysidro Chamber of Commerce in a business walk in 2018. She welcomed attendees to volunteer for business walks.

5. Fiscal Year 2019 Economic Development Funding Programs Presentation:

Meredith Dibden-Brown, Business Development Manager of the City of San Diego's Economic Development Department, presented an overview of the FY19 Economic Development Funding Program and how to apply for the available grants.

A commentary and a short Q&A session followed the presentation.

Elizabeth Studebaker invited Board members to volunteer for the grant application panel.

Dr. Ruben Garcia announced that SBAB would like to have funding program recipients present to the board on outcomes of their grant funding.

6. SBAB 2018 Meeting Schedule

Elizabeth Studebaker provided a draft 2018 SBAB meeting schedule to the board members. The previous meeting discussed a rotation of meeting locations provided they are easily accessible with ample parking. Once a quarter the meetings will be held at an off-site location. The first off-site meeting is slated for February, 2018.

7. Adjournment

The SBAB meeting was adjourned by Dr. Ruben Garcia at 9:43 a.m. The next meeting will be held on Friday, Jan. 19, 2018 at 9:00 A.M. at the Central Library, Mary Hollis Clark Conference Room, located at 330 Park Blvd., San Diego, CA 92101.